

**BUILDING 991
TRAINING IMPLEMENTATION MATRIX**

REVISION #0

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ROCKY MOUNTAIN REMEDIATION SERVICES (RMRS)

MISSION:

Baseline Mission (Category 2 Nuclear Facility)

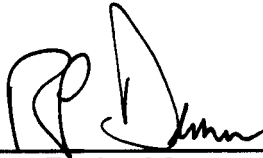
- a. Prevent a release of radioactive or hazardous material into the environment.
- b. Maintain compliance with laws and regulations pertaining to nuclear facility management, safety, health, and environment.
- c. Perform special nuclear material and waste management activities.

Prepared by


Compliance Training Manager

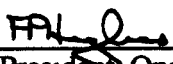
8-29-97
Date

Reviewed by


991 Facility Manager

9/2/97
Date

Approved by


Vice President, Operations

9-4-97
Date

**NOTE: These concurrences and approval pertain to RMRS documents
RF/RMRS-97-071 & -072.**

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A-SW-002567**

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DOCUMENT CLASSIFICATION
REVIEW WAIVER PER
CLASSIFICATION OFFICE

**QUALIFICATION/CERTIFICATION REQUIREMENTS MATRIX FOR
NUCLEAR FACILITIES AT
ROCKY FLATS ENVIRONMENTAL TECHNOLOGY SITE**
(Includes Qualified Positions Required)

Building 991 (Category 2 Nuclear Facility)

1 Baseline Mission

- a Prevent a release of radioactive or hazardous material into the environment
- b Maintain compliance with laws and regulations pertaining to nuclear facility management, safety, health, and environment
- c Perform special nuclear material and waste management activities

2 Staffing Requirements

KEY Q = Qualified Position, QD = Qualification Document

- a Managers
 - 991 Facility Manager Q
 - 991 Deputy Facility Manager Q
- b Supervision
 - 991 Building Manager Q, QD¹
 - Foreman Q
- c Operators & Immediate Supervisors
 - Stationary Operating Engineer Q, QD
 - Process Specialist (SSOC) Q²
- d Technical Support
 - Waste Operations Coordinator Q
 - Facility Coordinator Q
 - Radiological Engineer (SSOC) Q²
 - Fire Department (DCI) Q²
 - Fire Systems Services (DCI) Q²
 - Criticality Safety Engineer (KH) Q²
 - Nuclear Materials Control Coordinator (SSOC) Q²
- e Technician/Maintenance
 - Process Specialist Q
 - Maintenance Technologist Q, QD^{2,3}
 - Filter Technologist (DCI) Q²
 - Radiological Control Technician(SSOC) Q²
 - Alarm Technician (DCI) Q²
 - Non-destructive Testing Technician (DCI) Q, QD²

¹ QD is under development and will be completed by September 30, 1997

² B991 Facility Manager reviews the List of Qualified Individuals (LOQI) to maintain the qualification status of personnel from other K-H Team companies in these positions in Building 991

³ Both RMRS and DCI supply maintenance trade personnel in B991 When DCI personnel perform maintenance tasks on vital safety systems, note 1 applies

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Building 991 (Category 2 Nuclear Facility)

3 Building Drill Requirements

Criticality	Annual ⁴
Fire Department Drill	Annual
Emergency/Spill Drill Progression	Annual ⁴

4. Continuing Training Goals

See Section VI of the RMRS Building 991 Training Implementation Plan

5 Proficiency Requirements (N/A)

There are no certified personnel positions supporting operations at Building 991, so no proficiency requirements apply

6 Certification and Qualification Authority

Certification Authority (N/A)

There are no certified personnel positions supporting operations at Building 991

Qualification Authority
 Manager of Solid Waste Operations
 991 Facility Manager
 991 Deputy Facility Manager
 991 Building Manager

⁴ RMRS Operations Division implements Site Emergency Plan drill requirements through a series of criticality, fire, evacuation, accountability, spill response and injury drill requirements, with a frequency no longer than annually for each facility's program

APPENDIX 3 - BUILDING 991 COMPLIANCE MATRIX FOR DOE ORDER 5480 20A

RF/RMRS-97-072

Rev 0 Date 8/28/97

ORDER REQUIREMENTS	REQ MET YES/NO	EXCEPTION TAKEN TO REQ YES/NO	COMPLIANCE REFERENCE, CORRECTIVE ACTION, OR JUSTIFICATION	ACTION TO BE TAKEN BY GROUP/ PERSON	COMPLETION %/DATE
GENERIC REQUIREMENTS (New requirements indicated with a *)					
CONTRACTOR REQUIREMENTS DOCUMENT					
*6 Perform periodic systematic evaluations, using DOE-STD-1070-94 for training and qualification programs	Yes	No	Training Users Manual (TUM), Training and Qualification Program, 96 RF/T&Q-0005 Section 1 Kaiser-Hill (K-H) periodically conducts systematic evaluations of training programs DOE-STD-1070-94 is used as a reference in the TUM section concerning program evaluations Also, the RMRS Training Group (RT) provides for the and assists facility management in implementation and compliance to the T&Q program requirements within RMRS nuclear facilities		
CHAPTER I GENERAL REQUIREMENTS					
2. TRAINING ORGANIZATION					
One or more organizations are established to be responsible for the training of operating organization personnel	Yes	No	The Qualification Authorities to sign Qualification Documents (QD) are the Manager of Solid Waste Operations, the Building 991 Building Manager and the Building 991 Facility Manager and Deputy Facility Manager, as designated in the Building 991 Training Implementation Plan (TIP) The RT provides for the performance of the related T&Q activities and is responsible for the overall T&Q program effectiveness		
*This organization(s) is held accountable for providing facility line management with the support necessary to ensure that personnel in the operating organization are qualified to safely and effectively meet job requirements	Yes	No	The RT group answers to senior management on the adequacy of line management T&Q support Building 991 management is responsible for the facility T & Q program and provides for sufficient funding to execute the required T&Q activities Facility management, aided by the RT, implements the TIP, enhancing the operating organization safety and effectiveness		
The responsibilities, qualifications, and authority of training organization personnel (including subcontractors) are documented, and managerial responsibilities and authority clearly defined	Yes	No	The RMRS Training Manual (RTM) identifies the programmatic approach to personnel T & Q, including requirements for qualifying instructors RTM, Section III details the training organization responsibilities and presents qualification requirements for instructors		

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3. SUBCONTRACTOR PERSONNEL QUALIFICATION					
Subcontractor personnel meet the qualification requirements for the job function to be performed	Yes	No	The Qualification Program Tracking (QPT) system is used to verify and maintain compliance with the Building 991 TIP RMRS subcontractor personnel are treated as RMRS employees with respect to performance of Job and Task Analysis (JTA), tracking and maintaining T&Q status		
The operating organization ensures that subcontractor and temporary personnel who perform specialized activities such as radiation protection, maintenance, in-service inspection, radiography, and welding are qualified to perform their assigned tasks by properly documenting one of the following	Yes	No	Section II of the TIP states that RMRS subcontractor personnel will meet the requirements of the TIP based on their job description, where applicable. The QPT system is used to verify and maintain compliance with the Building 991 TIP. Also, the RTM addresses subcontractor qualification in Section IV		
a The satisfactory result of an audit of subcontractor records which relate to qualification of the subcontractor personnel being considered for assignment by the operating organization, or	Yes	No	Same as 3		
b Previous verification (within 2 years) of the ability of the subcontractor employee to perform assigned tasks safely and efficiently, or	Yes	No	Same as 3		
c Successful completion by the subcontractor employee of those segments of the operating organization's qualification program which are considered pertinent to the accomplishment of the task to be performed	Yes	No	Same as 3		
Subcontractor personnel who do not meet the requirements, for work activities on engineered safety features identified in the SAR are	Yes	No	Same as 3		

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supervised by a person who meets the qualification criteria established by the operating organization for conduct of such activities					
4. PERSONNEL SELECTION					
a A process for selecting and assigning personnel into the operating organization is established	Yes	No	Kaiser-Hill Team Salary Administration Program, the TIP, and the QPT		
b DOE approval is required on a case-by-case basis for individuals who do not meet experience requirements for a position but are assigned to the position based on a determination that the overall operating organization is balanced and strong	Yes	No	The RTM Section IV		
5. QUALIFICATION PROCESS					
a Qualification requirements for personnel in each functional level are defined based on the criteria in 5480 20A	No	No	The RTM, Section IV, TIP, and QPT The QDs for Facility Coordinator, Waste Operations Coordinator and Building Manager will be completed based on recently developed JTAs Radiation Control Technician (RCT) qualification requirements are covered in Site Radiation Control Manual and HSP-5 06 Building entry T&Q requirements for other K-H Team company personnel are defined in the B991 TIP	RT & FM	9/30/97
c Technician and maintenance personnel qualification includes demonstrated performance capabilities (performance demonstrations) to ascertain their ability to adequately perform assigned tasks	Yes	No	The RTM, Section IV, states that qualification programs for technician and maintenance personnel shall include demonstration of performance capabilities The TIP implements this for the routine waste handling work of Process Specialists Management of the RMRS maintenance support organization is responsible for developing and administering the RMRS Maintenance Technologists T&Q programThe DCI and SSOC T&Q programs apply to other technician and maintenance personnel		

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Participation in continuing training programs is required to maintain and improve their abilities to continue to function safely in the operating organization	Yes	No	RTM, Section IV and TIP, Section VI		
*d The successful completion of the requalification program and formal requalification of operators and supervisors is indicated by signature	Yes	No	Requirements for completion and documentation of requalification are specified in the RTM		

(THE REMAINDER OF THE REQUIREMENTS OF THIS SECTION (examination requirements) ARE REPEATED ELSEWHERE IN THE ORDER AND NOT REFERENCED HERE)

e Qualification may be granted only after assuring that all requirements (including training and examinations as required) and other specified requirements (e.g., medical examination) have been satisfactorily completed	Yes	No	The TUM, RTM, TIP, and QPT		
f Qualification of operators and their immediate supervisors is valid for a period not to exceed two years unless revoked for cause (e.g., medical disqualification, performance deficiencies)	Yes	No	RTM, Section IV and the TIP		

6. CERTIFICATION PROCESS

a Certification is governed by written procedures which include requirements for documented assessment of a person's qualifications through examinations and operational evaluations	N/A		No positions at Building 991 require certification because the nature of the waste and material storage activities (DOT package handling only) and nuclear material safety limits preclude criticality occurrence potential and ensure that significant quantities of fissionable materials are not directly handled or processed in this facility (SAR)		
b Certification may be granted only after assuring that all qualification	N/A		Same as 6a		

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requirements (including written and oral examinations and operational evaluations) and other specified requirements (e.g., medical examinations) have been satisfactorily completed, and management has assured that the person is capable of safely performing all functions of the position					
Certification is verified by a person or group other than the person or group that provided the training or the candidate's immediate supervisor	N/A		Same as 6a		
Certification is valid for a period not to exceed two years	N/A		Same as 6a		
Certification is required of positions equivalent to positions listed in 5480 20A 16 c	N/A		Same as 6a		
All other operator or immediate supervisor positions to be certified are identified in the Training Implementation Matrix	N/A		Same as 6a		
7. TRAINING					
*Training to support qualification and certification programs is based on a systematic approach to training	Yes	No	The RTM and the TIP		
*A graded approach is used to establish the systematic approach to training for operations personnel, maintenance personnel, technicians, and the technical staff	Yes	No	Training requirements and personnel qualification are based on training needs assessment and JTA for RMRS personnel in B991. These analyses consider the hazards and complexity of the tasks being performed and are used to apply the graded approach in implementing the T & Q programs		

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a GENERAL					
Training programs consist of a combination of classroom-type and on-the-job training, including simulator and laboratory training as applicable	Yes	No	The RTM and the TIP		
(1)(a) Personnel who are appointed to positions in the operating organization subsequent to approval of the Training Implementation Matrix required by DOE 5480 20 of 2-20-91 meet the education and experience requirements of DOE 5480 20A	Yes	No	Kaiser-Hill HR Manual and Rocky Flats TIM approved September 1992		
(1)(b) Personnel who are appointed to positions in the operating organization prior to the approval of the TIM are required to participate in job-specific training and qualification/certification programs and subsequent continuing training programs	Yes	No	The TUM, the TIP, and the QPT All personnel are required to receive the job specific training in accordance with these documents		
(3) Qualification and certification programs are reviewed by facility management and kept up to date to reflect changes to the SAR, procedures, regulations, and applicable industry operating experience	Yes	No	The TIP, Section VI		
Team training is incorporated into the training program if job functions require team solutions and activities	Yes	No	Team training is employed, but personnel are qualified individually		
b Training Process					
*A systematic approach to training is used to establish initial and continuing training programs to ensure operating organization	No	No	The JTAs for B991 personnel are task specific and performance based which produces the necessary training methodology and frequency needed for the performance of job-specific duties	RT & FM	10/30/97

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personnel are qualified to perform job requirements			These requirements are then used to determine initial and continuing training programs as delineated in the RTM and the work instructions. The SOE JTA is undergoing modifications to address changes in Operational Safety Requirements for Building 991		
c Initial Training					
Initial training programs are established for operating organization personnel at operable nuclear facilities to develop or enhance their knowledge and skills to perform job assignments	Yes	No	The TUM and the TIP		
Examinations (written, oral, operational evaluations, performance demonstrations) on material included in the training programs are administered and documented as appropriate	Yes	No	The RTM, Section IV, delineates the process used to administer and document examinations		
Operational use of trainees is in accordance with (IAW) 5480 20A 17 c	Yes	No	Conduct of Operations Manual, Chapter 3		
d Continuing Training					
Continuing training programs are established for operating organization personnel who perform functions associated with engineered safety features as identified in the facility SAR	Yes	No	The RMRS "operating organization personnel who perform functions associated with engineered safety features " as noted in DOE Order 5480 20A Section 7 d, are SOEs, the Facility Coordinator, and Maintenance Technologists (including both RMRS and DCI personnel) The Building 991 TIP, Section VI lists continuing training goals for Building 991		
(1) Continuing training is structured commensurate with specific position needs	No	No	See 7b above The completed JTAs will be used to validate and/or modify the existing continuing training program	RT & FM	11/30/97
Continuing training is administered on a cycle not to exceed two years	Yes	No	The RTM Section IV		
Continuing training includes, at a minimum, training in significant facility system and component changes, applicable	Yes	No	The RTM Section IV		

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procedure changes, applicable industry operating experience, selected fundamentals with emphasis on seldom used knowledge and skills necessary to assure safety, and other training as needed to correct identified performance problems					
(2) Periodic examinations (written, oral, operational evaluations, performance demonstrations, as applicable to the position) are administered and documented throughout the cycle on material included in the operator (operators and their immediate supervisors) training programs	No	No	RTM Section IV Continuing training program for SOEs will be reviewed based on the JTA modification and periodic testing using oral examinations and performance demonstrations may be added, if applicable	RT & FM	11/30/97
(3) Continuing training programs for certified operators include preplanned classroom-type training, on-the-job training, and operational evaluations on a regular and continuing basis	N/A		RMRS has no certified operator positions at Building 991 because significant quantities of fissionable material are not handled in the Building		
Continuing training programs for certified operations personnel includes, at a minimum, the following training items as related to job performance					
(a) Training and examination covering abnormal facility procedures and emergencies at least annually for certified operators and certified supervisors,	N/A		Same as 7 d 3		
(b) Training drills conducted in the facility or on a simulator to enable personnel and operating teams to maintain their ability to respond to abnormal and accident situations	N/A		Same as 7 d 3		
Training drills conducted in the facility do not lead to or have the potential for safety	N/A		Same as 7 d 3		

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concerns					
(c) Instruction in the use of facility systems to control or mitigate accidents, including both classroom and training conducted in the facility	N/A		Same as 7 d 3		
(d) Training on the subjects indicated in 5480 20A 17 d (4) (d) 1 through 8 as applicable to the position, whenever examinations and experience (Industry and nuclear facility specific) or evidence indicates a need for emphasis	N/A		Same as 7 d 3		
e General Employee Training (GET)					
A GET program is in place and all persons are trained in the subjects specified in 5480 20A 17 e (1) commensurate with their job duties	Yes	No	TUM 1-S52-T&Q-TR-004		
(2) Visitors, contracted personnel, and temporary personnel are under continuous escort while at the facility unless they have been trained in appropriate areas from the subjects specified above to the extent necessary to ensure safe execution of their duties	Yes	No	TUM 1-S52-T&Q-TR-004		
(3) A written examination covering the areas specified in 5480 20A 17 e (3) is required for all personnel except short-term visitors	Yes	No	TUM 1-S52-T&Q-TR-004		
Persons who do not pass this examination are not permitted access without a continuous escort	Yes	No	TUM 1-S52-T&Q-TR-004		
(4) Changes in GET areas identified in 17e(1) of the Order are included in continuing training programs for all facility	Yes	No	TUM 1-S52-T&Q-TR-004		

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personnel					
f Probabilistic Risk Assessment (PRA) Training					
For those facilities for which a PRA has been performed, PRA results are included in initial and continuing training programs for operations and technical support personnel IAW 5480 20A 17 f	N/A		A PRA has not been performed nor is one planned for Building 991, therefore this requirement is N/A		
g Technician and Maintenance Personnel Training					
(1) Personnel in this category are qualified to perform tasks associated with their job specialty, or are directly supervised	Yes	No	RMRS waste handling Process Specialists are qualified per the Building 991 TIP RMRS Maintenance Technologists are qualified to perform tasks associated with their job specialties in accordance with the RTM, Section IV, through the T&Q programs developed and administered by their supporting program management Technicians from other contractors who support the B991 operation are the responsibility of the other contractors for providing personnel with the required job specialty experience, education, and training to allow their placement on the LOQI See the Building 991 TIP, Sections IV and V		
(2) Training is provided on engineered safety features identified in the facility SAR and includes the systems (as applicable) and elements specified in 5480 20A 17 g (2)	Yes	No	See 7g(1)		
(3) Training program content for radiological control technicians (RCT) is in accordance with the requirements contained in 10 CFR 835, Occupational Radiation Protection, and DOE/EH-0256T, DOE Radiological Control Manual	Yes	No	Site Radiation Control Manual and HSP-5 06		
RCT training program elements (i.e., selection, training process, continuing training, qualification) are in accordance with the requirements of this Order	Yes	No	Site Radiation Control Manual and HSP-5 06		

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h Technical Staff Training					
(1) A list of specific technical support personnel positions that have a direct impact on employee, facility, or public safety is developed	Yes	No	The technical support personnel in Building 991 are listed in TIM Appendix 2. These personnel include Facility and Waste Operations Coordinators as well as several position descriptions staffed by other K-H Team companies		
(2) A training program is established for entry-level technical support personnel	Yes	No	See the TIP. The T&Q program for entry level personnel is the standard program shown for all technical support personnel		
Subject areas (as appropriate to the position) specified in 5480 20A 17 h (2) are included in the training program	Yes	No	The JTAs completed for the Facility and Waste Operations Coordinator positions consider the topics in the DOE Order and identify job-specific training requirements		
i Management and Supervisory Training					
The topics listed in paragraph 17 h (2) are included as appropriate	No	No	The TIP and JTA. The topics given in the DOE Order have been evaluated for applicability to the Building Manager position. The topics found to be applicable by JTA will be recorded and incorporated into the QD	RT & FM	9/30/97
Training programs for managers and first line supervisors are established and contain the topics listed in 5480 20 17 i (1)&(2) as appropriate	No	No	Management and supervision personnel formerly participated in the Rocky Flats Manager/Supervisor Academy as documented in Site training records. An assessment of the scope and responsibilities of all RMRS management and supervision positions is in progress. Following that assessment and any indicated re-alignments, appropriate training topics from the Order will be evaluated for the position scopes and responsibilities and the manager/supervisor training program will be revised accordingly	RMRS Line Mgmt & RT	11/30/97
8. OPERATOR AND SUPERVISOR EXAMINATIONS					
Comprehensive written and oral examinations and operational evaluations are prepared and administered for initial certification of certified operators and supervisors	N/A		Same as 7 d 3		
Comprehensive written examinations and individual performance demonstrations are	No	Yes	Written examinations are used for some of the initial core training courses required for qualification. Oral examinations and		

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prepared and administered for the initial qualification of other operators and supervisors			performance demonstrations are used for the job-specific qualifications The current training program for operation & supervisory personnel is performance based Training is done to the task level and does not lend itself to written exams The training program is supplemented with 'just-in-time' training during documented pre-evolution briefings Also, the very low hazard level in the facility with respect to nuclear criticality and environmental release, as indicated by recent downgrading of B991 OSRs warrants a graded approach to examinations, as allowed by TUM 96-RF/T&Q-0005 These factors make use of oral examinations, performance demonstrations and OJT appropriate in lieu of comprehensive written examinations as part of the qualification process		
Separate oral examinations and operational evaluations are administered to Category A personnel (they may be combined for Category B and non-reactor nuclear facilities)	Yes	No	Oral examinations and operational evaluations are administered for SOEs		
These examinations contain a representative sampling of the knowledge and skills identified in and derived from the learning objectives resulting from the systematic analysis of the position, and from information in the SAR, system description manuals and operating procedures, lessons learned from Occurrence Reports, and other applicable sources	Yes	No	Examinations are based on the learning objectives identified in the QD		
a Written procedures which address examination/evaluation development, approval, security, and administration are in place to administer examinations and operational evaluations	Yes	No	TUM, Training and Qualification Program, 96 RF/T&Q-0005		
Written procedures are in place to establish and maintain examination question banks	Yes	No	TUM, Training and Qualification Program, 96 RF/T&Q-0005		

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b The oral examination content is tailored to evaluate the candidate's operational knowledge (initial/continuing training program subjects) and organizational awareness to determine how the individual will function in an operating environment	Yes	No	RTM, TIP and SOE QD		
9. OPERATOR AND SUPERVISOR REEXAMINATIONS					
Reexaminations for certified and qualified operators and supervisors include subjects in which the person is expected to be knowledgeable and emphasize those subjects covered by the continuing training program	No	No	The modified SOE JTA will identify the topics subject to re-examination The topics listed in the TIP, Section VI, will be among the topics which yield subject matter for re-examination	RT & FM	11/30/97
Comprehensive biennial examinations or periodic examinations throughout the continuing training cycle are administered	No	No	See 9 (1)		11/30/97
Written examinations and performance demonstrations are administered to requalify operators and supervisors	No	No	See 9 (1)		11/30/97
Written and oral examinations and operational evaluations are administered to recertify operators and supervisors	N/A		There will be no certified operator or supervisor positions in Building 991		
Separate biennial oral examinations and operational evaluations are administered to Category A personnel (they may be combined for Category B and non-reactor nuclear facilities)	Yes	No	Combined oral examinations and operational evaluations are administered to SOEs		
10. REQUALIFICATION					
Operators and their supervisors are not allowed to continue to function in qualified or certified	Yes	No	RTM, Section IV G and TIP, Section VI		

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positions if they have not completed all of the requalification or recertification program elements (continuing training and associated examinations) within the two year continuing training cycle					
a If a qualified or certified operator or supervisor fails a requalification or recertification examination, or shows serious job performance deficiencies which indicate that he or she may perform in an unsafe manner, the individual is removed from activities requiring qualification or certification	Yes	No	RTM, Section IV		
a Qualification or certification is regained only after completing remedial training designed to correct the deficiency(s) and satisfactory completion of a reexamination	Yes	No	RTM, Section IV		
(1) Recertification includes a review of individual operating performance during the past certification period by either line management, by a committee, or by a person designated by management and a current medical examination	N/A		There will be no certified operator or supervisor positions in Building 991		
b When a certified operator or supervisor has been absent from certification duties for greater than 3 months, but less than 12 months, selected retraining (including written and oral examinations and operational evaluations) is provided as deemed necessary prior to reassignment to certification duties	N/A		There will be no certified operator or supervisor positions in Building 991		
If the absence is greater than 12 months comprehensive written and oral examinations and operational evaluations	N/A		There will be no certified operator or supervisor positions in Building 991		

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RF/RMRS-97-072

Rev 0 Date 8/28/97

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(as required of initial candidates) are given to determine weak areas					
Retraining and reexamination are required in areas of weakness	N/A		There will be no certified operator or supervisor positions in Building 991		
11. EXCEPTIONS TO TRAINING					
In all cases, the requisite examinations (as described in 18) to establish qualification are completed	Yes	No	TUM 1-S49-T&Q-EX001		
a Written procedures and criteria are in place for taking and documenting exceptions to the initial training program requirements of 5480 20A	Yes	No	TUM 1-S49-T&Q-EX001		
The name of the person, the specific subject for which the exception is requested, and the justification are included as part of the documentation for each exception	Yes	No	TUM 1-S49-T&Q-EX001		
The operating organization ensures that sufficient facility-specific instruction is provided to enable the candidate to perform job requirements	Yes	No	TUM 1-S49-T&Q-EX001		
Exception procedures are submitted to and approved by the DOE Operations Office Manager	Yes	No	TUM 1-S49-T&Q-EX001		
c Individual exceptions are approved by contractor management after approval of the exception procedure by the Operations Office Manager	Yes	No	TUM 1-S49-T&Q-EX001		
d If challenge examinations are administered, they are sufficiently comprehensive to adequately test the	Yes	No	TUM 1-S49-T&Q-EX001		

APPENDIX 3 - BUILDING 991 COMPLIANCE MATRIX FOR DOE ORDER 5480 20A

RF/RMRS-97-072

Rev 0 Date 8/28/97

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learning objective(s) that are stated in the training program					
12. EXTENSIONS					
a Written procedures which include the elements contained in 5480 20A I 12 a (1) through (3) are in place to control extensions of qualification and certification	Yes	No	RTM Section IV		
b Extension of certification is approved by the Operations Office Manager	N/A		There ¹ will be no certified operator or supervisor positions in Building 991		
Extension of qualification is approved by contractor management	Yes	No	RTM Section IV		
13. ALTERNATIVES TO EDUCATION AND EXPERIENCE					
a Alternatives to the education requirements specified are considered on a case-by-case basis and approved and documented by the operating organization	Yes	No	K-H Manual HSP-5 06 and RTM, Section IV F, K-H Team Salary Administration Program, CBA and Job Position Descriptions		
A system or written procedure is in place for determining alternatives to educational requirements using the guidelines provided in 5480 20A	Yes	No	Same as 13a		
(4) Related experience may substitute for education at the rate of six semester credit hours for each year of experience up to a maximum of 60 credit hours	Yes	No	K-H Team Salary Administration Program		
b A system or written procedure is in place for determining alternatives to experience requirements using the guidelines provided in 5480 20A	Yes	No	Same as 13a		

APPENDIX 3 - BUILDING 991 COMPLIANCE MATRIX FOR DOE ORDER 5480 20A

RF/RMRS-97-072

Rev 0 Date 8/28/97

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(1) Formal education is not allowed to substitute for more than 50 percent of the experience requirement unless otherwise stated in 5480 20 requirements	Yes	No	Same as 13a		
(2) Job-related training in the position sought may qualify as equivalent to nuclear experience on a one-for-one basis for up to a maximum of two years	Yes	No	Same as 13a		
15. RECORDS					
Written procedures are in place that specify requirements for the maintenance of training, qualification, and certification records for operating organization personnel	Yes	No	TUM 96 RF/T&Q-0005		
a Qualification and certification of personnel is documented in an easily auditable format	Yes	No	TUM 96 RF/T&Q-0005		
Individual qualification and certification records include all items specified in 5480 20A I 15 a (1) through (7)	Yes	No	TUM 96 RF/T&Q-0005		
b A historical record that documents initial qualification or certification, and applicable information from a above, that verifies the most recent qualification or certification is retained in individual records	Yes	No	TUM 96 RF/T&Q-0005		

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RF/RMRS-97-072

Rev 0 Date 8/28/97

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CHAPTER IV NON-REACTOR NUCLEAR FACILITY PERSONNEL

2. ENTRY LEVEL

a MANAGERS

Meets the following prior to assuming the position

(1) Has a BS in engineering or related science	Yes	No	K-H Team Salary Administration Program, and TIP		
(2) Experience, 4 years nuclear (3)(a) A degree may fulfill 3 years (job related education or experience may substitute for a degree)	Yes	No	Same as 2a(1)		
(3)(b) Establish facility-specific training based upon comparison of persons background and abilities with position requirements	Yes	No	Same as 2a(1)		
(c) The Training Manager has a Baccalaureate which includes courses in education and technical subjects	Yes	No	Same as 2a(1)		

b SUPERVISORS

Meets the following prior to assuming the position

(1) Has a High School Diploma	Yes	No	K-H Team Salary Administration Program, CBA, Job Position Descriptions and TIP		
(2)(3) Experience, 3 years nuclear of which full-time academic training may fulfill 2 years	Yes	No	Same as 2b(1)		

c OPERATORS

(1) Has a High School Diploma	Yes	No	K-H CBA, Job Position Descriptions, and TIP		
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APPENDIX 3 - BUILDING 991 COMPLIANCE MATRIX FOR DOE ORDER 5480 20A

RF/RMRS-97-072

Rev 0 Date 8/28/97

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d TECHNICIANS						
(1)	Experience, 1 year job related	Yes	No	Same as 2c(1)		
e MAINTENANCE PERSONNEL						
(1)	Experience, 1 year maintenance related	Yes	No	Same as 2c(1)		
f TECHNICAL SUPPORT PERSONNEL						
(1)	Baccalaureate in engineering or related science	Yes	No	Same as 2a(1) See response to (2) immediately below		
(2)	Experience 2 years Job related and 1 year Nuclear	Yes	No	Same as 2a(1) The Building 991 TIP describes the alternative use of the Facility and Waste Operations Coordinators' job-related experience and education in place of the BS degree. This alternative has been duly acknowledged by line management signoff of the TIP and memoranda to the Facility and Waste Operations Coordinators' personnel files in accordance with the RTM		
g TRAINING ORGANIZATION PERSONNEL						
(1) Training Coordinators						
(a)	High School Diploma	Yes	No	Same as 2a(1)		
(b)	2 years nuclear and 6 months on site	Yes	No	Same as 2a(1)		
(2) Training Instructors						
(a)	High School Diploma	Yes	No	Same as 2b(1)		
(b)	Experience Consistent with the material being presented	Yes	No	Same as 2b(1)		
(c) Special Requirements						
	Instructors responsible for instruction on subjects such as Technical Safety	Yes	No	TUM 96-RF/T&Q-0005 and RTM, Section III		

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RF/RMRS-97-072

Rev 0 Date 8/28/97

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Requirements have received training on facility operating characteristics and principles, and operating limits and their bases					
Instructors have demonstrated knowledge of instructional techniques through training or experience and are qualified by the Training Manager (or equivalent) for the material being presented	Yes	No	RTM Section III 7		
3. MEDICAL EXAMINATIONS					
The physical demands imposed upon personnel for both routine and emergency functions are determined	Yes	No	HSP 4 09, Occupational Health Department (OHD) P&PM-0406 Section Medical Surveillance & M-0010-2 Comprehensive Medical Examination Criteria		
An initial medical examination is administered to candidates	Yes	No	HSP 4 09, OHDP&PM-0406, Section Medical Surveillance & M-0010-2 Comprehensive Medical Examination Criteria		
Certified operators, fissionable material handlers, and certified supervisors are reexamined at least every two years	N/A		There will be no certified operator, fissionable material handler or supervisor positions in Building 991		
Certified operators, fissionable material handlers, and certified supervisors are medically cleared prior to returning to work following any sickness or injury which keeps the person from performing duties for a period exceeding one month	N/A		There will be no certified operator, fissionable material handler or supervisor positions in Building 991		
Medical examination requirements for other operating organization personnel are established by contractor procedures	Yes	No	HSP 4 09, OHDP&PM-0406, Section Medical Surveillance & M-0010-2 Comprehensive Medical Examination Criteria		

APPENDIX 3 - BUILDING 991 COMPLIANCE MATRIX FOR DOE ORDER 5480 20A

RF/RMRS-97-072

Rev 0 Date 8/28/97

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4. SPECIFIC TRAINING

The depth and scope of training and qualification programs are commensurate with the hazard level and complexity of the operations	Yes	No	RTM and TIP The low hazard level of operations in B991 are directly factored into the T&Q program for SOEs and waste handling Process Specialists B991 is a category 2 nuclear facility principally due to the special nuclear vaults operated by SSOC, rather than relating to hazards associated with the operation of the building for packaged and drummed waste storage and handling		
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a OPERATORS

Training is sufficiently comprehensive to cover areas which are fundamental to the job duties	Yes	No	RTM and TIP		
(1) A core of subjects such as industrial safety, instrumentation and control, basic physics, chemistry, industry operating experience, and major facility systems as applicable to the position and the facility is established	Yes	No	RTM and TIP		
(2) Training programs include on-the-job and classroom-type training on the topics identified in IV 4 a (2)	Yes	No	RTM and TIP		

b FISSIONABLE MATERIAL HANDLERS

Training includes the same categories specified for Operators, and additional categories listed in IV 4 b to the extent applicable to the position	N/A		There will be no fissionable material handler positions in Building 991		
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c SUPERVISORS

Training includes the categories and on-the-job training specified for Operators and Fissionable Material Handlers to the extent to which they apply and is of increased depth to reflect the	Yes	No	RTM and TIP Increased depth is achieved through supervisor level courses, as documented in the TIP, Appendix 1		
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RF/RMRS-97-072

Rev 0 Date 8/28/97

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added responsibility of the supervisor position					
d CERTIFIED OPERATOR WRITTEN EXAMINATION CONTENTS					
The examination includes a representative sampling from the items listed in IV 4 d, in addition to the items listed in paragraph 4a, as appropriate to the position and to the facility	N/A		There will be no certified operator or supervisor positions in Building 991		
e CERTIFIED SUPERVISOR WRITTEN EXAMINATION CONTENTS					
The examination includes a representative sampling from the items listed in IV 4 e, in addition to the items listed in paragraph IV 4 d, as appropriate to the position and to the facility	N/A		There will be no certified operator or supervisor positions in Building 991		
f OPERATIONAL EVALUATIONS					
The operational evaluations administered to certified operator, fissionable material handler, and certified supervisor candidates are	N/A		There will be no certified operator, fissionable material handler or supervisor positions in Building 991		
The evaluation contains questions and operational exercises and includes a facility walkthrough, and may include system and/or component operation	N/A		Same as f above		
Operational evaluations, to the extent applicable to the facility, require the candidate to demonstrate an understanding of, and the ability to perform the actions necessary to accomplish a representative sampling from the items listed in IV 4 f (1)-(12)	N/A		Same as f above		
*g CONTROL MANIPULATIONS					
*A list of control manipulations that is based on an analysis of the job is established	N/A		Same as f above		

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*Certified operator, fissionable material handler, and certified supervisor candidates perform control manipulations for initial certification and	N/A		Same as f above		
*On a biennial basis as part of the continuing training program after certification is achieved	N/A		Same as f above		
5. OPERATOR, FISSIONABLE MATERIAL HANDLER, AND SUPERVISOR PROFICIENCY					
Certified operators, fissionable material handlers, and certified supervisors actively participate in the job functions associated with their certification	N/A		They will be no certified operator, fissionable material handler or supervisor positions in Building 991		
a Procedures are established by the operating organization which define requirements and frequency necessary to maintain an active status	N/A		Same as 5 above		
b If active status (proficiency) is not maintained, certification is suspended	N/A		Same as 5 above		
Prior to resuming duties associated with certification, the operating contractor ensures that					
(1) Certification is otherwise current and valid, and	N/A		Same as 5 above		
(2) The certified operator, fissionable material handler, or certified supervisor performs certification duties under the direct supervision of a certified person, as appropriate to the position, for a specific period of time	N/A		Same as 5 above		

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c If the facility is not operated frequently enough to meet normal proficiency requirements certification is reinstated prior to facility operation	N/A		Same as 5 above		